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Approved For Release 2001/07/16 : CIA-RDP78-05538A000100040002-5

2 JUN 1955

Chief, Records & Services Division
ATTENTION: Chief, Employee Services Branch
Deputy Comptroller

Revised Accounting System for the CIA Welfare Assistance Fund

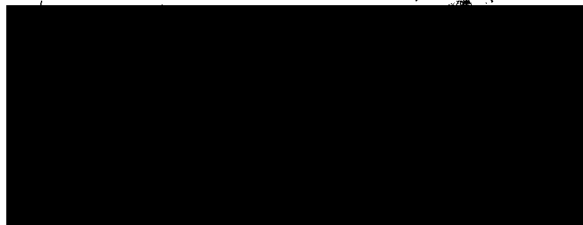
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1. In response to the verbal request of [REDACTED] of your Division on 24 May 1955, the Technical Accounting Staff of this Office has reviewed the accounting system now being used for the CIA Welfare Assistance Fund. A revised accounting system, which is attached, has been prepared as it was found necessary to make a number of changes in the narrative of the procedure and the general ledger accounts and in the format of the monthly financial statements. It was also found necessary to add five new general ledger accounts and to delete one of the proposed accounts in order to more correctly reflect the status of the Welfare Fund and to provide for closing the books at the end of each accounting year.

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2. This Office will be glad to advise you further if you have any questions relative to this accounting system either now or at the end of the accounting year when the books are closed and the usual closing entries made to the "Profit and Loss" account and the "Welfare Fund Balance" account.

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ATTACHMENT

TAS/HMJ:pc (31 May 1955)

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